

International Rafting Federation



BYLAWS

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(In red)

International Rafting Federation Bylaws

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PREAMBLE

The INTERNATIONAL RAFTING FEDERATION (IRF) works with the global rafting community to advance the industry in all avenues of rafting, such as amateur raft racing, guiding standards, and conservation. The IRF sets up the opportunity to ensure that professional sportsmanship is adhered to in racing, morals and values are applied to environmental concerns, and rafting standards are kept high and are continually evolving to keep people safe on the water.

Rafting is a sport and recreational pursuit that is accessible to the general public through sport and recreation clubs and tour operators. Rafting is a low-environmental-impact activity that creates awareness of conservation and environmental appreciation while showcasing the athletic skill involved in competitive racing.

MISSION STATEMENT

The IRF, the trustee of the rafting tradition, maintains and promotes the conditions that encourage the practice and development of rafting at all competitive and recreational levels. The IRF aims to facilitate the growing demands of the rafting fraternity through a unified body that deals exclusively with rafting issues and factors that influence rafting's development. This includes amateur sport and competition, education, safety, and conservation.

DEFINITION OF RAFTING

Rafting is conducted on rivers and requires physical skill using paddle and/or oar power in inflatable and soft crafts and is generally accepted as being a competitive, social, and recreational activity.

CHAPTER 1 – IDENTITY AND TAX-EXEMPT PURPOSES

1. Formation and Name

- 1.1. At the Founding Meeting held in Augsburg, Germany, from 28th to 30th May 1997, delegates representing Latin America, South Africa, Oceania, Croatia, United Kingdom, United States, and Germany decided that the Federation be called THE INTERNATIONAL RAFTING FEDERATION (IRF).
- 1.2. The IRF is not associated with any government and is based on being a nonprofit organization with the intent to foster and increase amateur sport competition locally, nationally, regionally, and internationally. Sanctioned IRF events will use qualified IRF judges.
- 1.3. The IRF will promote the creation and growth of national rafting federations that will be IRF members and that will work in conjunction with the IRF to disseminate IRF guidelines and standards. It will also educate and train guides regarding safety and environmental standards. Finally it will educate the public on river conservation
- 1.4. The IRF recognizes the exclusive jurisdiction of the Court of Arbitration for Sport, in Lausanne, Switzerland.
- 1.5. The IRF's administration is democratically voted for and shall consist of
 - a. The Congress
 - b. The Board of Directors
 - c. Committees

2. Principles

- 2.1. The IRF will carry out its activities in compliance with the principles of:
 - a. equality between all the members, all the athletes, all types of rafters and officials, without racial, political, religious, or other discrimination;
 - b. Noninterference in the internal affairs of affiliated federations; however, the IRF shall monitor all activities that affect the IRF either in part or in its entirety.
- 2.2. As a nonprofit organization, the financial resources shall be used only to pursue the purposes set forth in these Bylaws.
- 2.3. Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of 501 (c) (3) of the internal revenue code, or shall be distributed to the government, or to a state or local government for a public purpose.

3. Objectives

- 3.1. Facilitate the growing needs and demands of the rafting fraternity through a unified body that deals exclusively with rafting issues and factors that influence the development of rafting.
- 3.2. Promote rafting in all the countries by encouraging the establishment of national rafting federations.
- 3.3. Promote sportsmanship and fair play as well as to encourage friendship between all members of the rafting world
- 3.4. Organize world rafting championships, of which it is the governing body and establish standardized rules for competition
- 3.5. Promote rafting as an Olympic sport.
- 3.6. Train and qualify judges for all sanctioned races.
- 3.7. Develop and maintain standards for the sport of rafting and safeguard the rafting industry
- 3.8. Provide an advisory resource to appropriate authorities on rafting issues.

- 3.9. Represent the activity of rafting and defend its interests before all national and international authorities.
- 3.10. Encourage the development of recreational rafting as a contribution to a healthy lifestyle for all ages
- 3.11. Educate the public in the prevention of damage to the environment.
- 3.12. Promote conservation and environmental protection of river environments.
- 3.13. Provide guidelines for safe rafting practices.
- 3.14. Recommend river guide and river rescue services standards and training programs.

4. Official Language

- 4.1. The official language of the IRF is English.
- 4.2. All official IRF documents will be produced in English.
- 4.3. At meetings of the IRF, members or delegates are entitled to speak in the language of their country, provided that their speech is translated into English by a competent interpreter. Interpreters are to be arranged and costs covered by the member or delegate themselves.
- 4.4. All communications with the IRF shall be in English. Any translation costs incurred will be for the member.

5. Headquarters

The IRF headquarters will be in the United States. Official address is
2647 S Flower Street
Lakewood, CO 80227

6. Logos and Flags

- 6.1. The logo, as shown above, was agreed on at the first founding Congress, held in Victoria Falls, Zimbabwe, 8th September 1997.
- 6.2. The flag consists of the IRF Logo in the middle of a plain aquamarine-colored background. The proportion of the emblem to the background will be 50%.
- 6.3. The IRF has the full authority and complete rights for the use of its flag and logo and to ensure that they appear at every IRF activity.

CHAPTER II – MEMBERS AND CONTINENTAL CONFEDERATIONS

7. Members

- 7.1. The members of the IRF shall be the National Federations accepted by the Congress as being the representative organization for the sport, conservation, guide training, and recreational rafting in the country of that National Federation.
- 7.2. Between Congresses, the Board of Directors has the right to accept a National Federation as a provisional membership, subject to ratification by the next Congress.
- 7.3. A provisional member is entitled to compete in all IRF activities and to attend the Congress without the right to speak or vote until their approval.

8. Application for Membership

- 8.1. The application for membership shall be signed by the representatives of the applicant federation and sent to the Secretary of the IRF.
- 8.2. The application must be accompanied by the following elements, either as emails, scanned, faxed, physical, or PDF documents:
 - a. a formal statement that the applicant federation, on the condition of its admission, shall accept, apply, and comply with the IRF's Bylaws and adapt its own constitution and regulations accordingly; (see Annex D).
 - b. the text of the constitution and all regulations of the applicant federation where possible;
 - c. the composition of the management committee or equivalent body;
 - d. the official contact details for correspondence;
 - e. the identity of persons empowered to sign correspondence;
 - f. a list of at least five members, with contact details and websites where available.
 - g. proof of payment of the membership fee into the IRF account, the amount which has been fixed by the last Congress.
- 8.3. Under penalty of non-admissibility, the application for membership and accompanying documents shall be in English.
- 8.4. Applications for membership will be considered first by the Board of Directors for provisional membership and then must be accepted by the next Congress.
- 8.5. If the application for membership is rejected, the amount paid will be refunded

9. Membership Fee

- 9.1. Membership fees are paid for a two-year period. This period and the amount are defined by the Board of Directors and proposed at the next Congress.
- 9.2. The membership fee is to be paid either to the Treasurer of the IRF or directly into the IRF account. The account details will be specified on the application form and on invoices sent out by the IRF.
- 9.3. Membership fees are due at the start of each two-year period. Only paid members are allowed to vote at the Congress or to take part in IRF-sanctioned events.

10. Duties of Members

- 10.1. Assist the IRF in achieving the objectives laid down in Article 3, the Objectives, of the Bylaws.
- 10.2. Be active in their respective country as representatives of the IRF.
- 10.3. Carry out all IRF tasks which have been allocated to them, as well as regular membership obligations.

- 10.4. Promote the development of all aspects of rafting in their country. (See Annex E)
- 10.5. Contribute to the IRF newsletter (RAW Magazine) and website with details of all aspects of rafting in their country.

11. Resignation

- 11.1. A National Federation wishing to withdraw its membership from the IRF shall give notice of resignation by registered mail or reconfirmed email or fax to the Board of Directors. The membership ends, if accepted formally by the Board of Directors, after the next Congress.
- 11.2. A member cannot be regarded as having renounced its membership of the IRF until all outstanding dues have been paid.

12. Disciplinary Measures and Expulsion

- 12.1. The disciplinary measures of the IRF can be taken against individual members of a National Federation or National Federations in their entirety for:
 - a. breach of the IRF Bylaws and regulations
 - b. having harmed the interests of the IRF
 - c. nonpayment of membership fees
 - d. not continuing the membership duties of the IRF
 - e. any other justified reasons
 - f. not rectifying any one of the situations above by a date fixed by the Board of Directors
- 12.2. The disciplinary measures of the IRF are:
 - a. Caution
 - b. Reprimand
 - c. Imposition of a fine
 - d. Suspension
 - e. Expulsion
- 12.3. Appeals against a decision of the Board of Directors can be made by the National Organization to the Congress, whose decision is final.
- 12.4. All members shall have the right to be heard by the Board of Directors and the Congress before disciplinary measures are taken against them.

13. Recognition of Federations & Continental Federations

- 13.1. National Federations may group themselves into Continental Federations for the purpose of promoting and regulating rafting within their respective continent.
- 13.2. As members, the federations shall comply with the Bylaws of the IRF, as well as with all decisions taken in accordance therewith. Likewise, they shall have the Bylaws and any regulations and decisions of the IRF complied with by all persons concerned.
- 13.3. The constitution and regulations of the federations shall not run counter to the Bylaws of the IRF.
- 13.4. Only National Federations that are fully paid members of the IRF may affiliate to Continental Federations.
- 13.5. National and Continental Championships shall be conducted in full compliance with the IRF Race Rules, unless specific exceptions are applied for to the IRF.
- 13.6. The IRF President or his/her delegate may attend meetings of the National Federations recognized by the IRF.

- 13.7. The National Federations are advisers to the IRF on matters concerning their members and rafting. This includes rafting events, guide training, conservation, recreation, and any other aspects of rafting.
- 13.8. Only one federation shall be admitted to membership for any country.
- 13.9. The Congress may exceptionally grant provisional exemptions from the rule mentioned above for a period not exceeding two years.
- 13.10. National Federations must allow any one person or organization or company that has an interest in furthering the objects of the IRF to become members.
- 13.11. National Federations may only refuse membership to persons who will have a negative effect on the IRF's objectives. The refused person can question the fairness of this refusal through the IRF. If a potential member of a National Organization feels that the organization is acting unfairly or out of line of the objectives, they have the right to question this through the IRF.

CHAPTER III - CONGRESS

14. Function of Congress

- 14.1. The Congress is the general meeting of members and the highest authority of the IRF.
- 14.2. The Congress will be held under the chairmanship of the President of the IRF or one of the Vice Presidents.
- 14.3. The Chair of the congress decides the number and the duration of the speeches allowed to the delegates.
- 14.4. The Congress shall have the following exclusive powers and duties:
 - a. Alteration of the Bylaws and dissolution of the federation;
 - b. Admission, expulsion, and suspension of federations;
 - c. Setting the membership fees on a proposal from the Board of Directors;
 - d. Election of the Board of Directors;
 - e. Dismissal of the members of the Board of Directors;
 - f. Appointment and dismissal of a public auditor, on a proposal from the Board of Directors, if auditing is requested;
- 14.5. In addition, the Congress shall each year decide on:
 - a. Management report of the Secretary;
 - b. Annual accounts of the previous financial period;
 - c. Budget for the following financial period.

15. Delegates

- 15.1. Each National Organization has the right to appoint one delegate/representative to the Congress whom has the right to vote.
- 15.2. A National Organization may be represented at the Congress by another member or by a member of the Board of Directors or Heads of Committee.
- 15.3. Delegates must give proof of their identity, if requested.
- 15.4. At least thirty (30) days' notice before the opening of the Congress, each National Organization shall forward to the headquarters of the IRF the names of its delegates, indicating the delegate exercising the voting right.

16. Ordinary and Extraordinary Congress

- 16.1. An ordinary Congress must take place at least every two years at the place and date decided by the Board of Directors and can include virtual meetings.
- 16.2. An Extraordinary Congress may be called when at least one-third of Members submit a request in writing to the Board of Directors giving reasons thereof or when the Board of Directors considers that circumstances have arisen warranting such a step.
- 16.3. The place and date of an Extraordinary Congress will be fixed by the Board of Directors and can include virtual meetings.

17. Notices of meetings

- 17.1. Notices of the meetings of the Ordinary and Extraordinary Congress will be sent by the Secretary by registered letter, email, or fax, with confirmation of receipt, not later than two months before the date of the Congress, to all affiliated members and Board of Directors.
- 17.2. The agenda and the motions for the Ordinary and Extraordinary Congress will be sent out by the Secretary not later than four weeks before the date of the Ordinary Congress and shall be accompanied by:
 - a. Management report from the Secretary;
 - b. Financial report;
 - c. Budget.
- 17.3. Notices of the meetings of the Board of Directors, together with the agenda, will be dispatched by the Secretary not later than one month before the meeting.

18. Circulation of Minutes

- 18.1. Congress and Board of Directors' minutes will be circulated by the Secretary after approval by the Board of Directors, within 30 days of the meeting.
- 18.2. Congress minutes will go to all the affiliated members and the Board of Directors. Board of Directors' minutes are confidential. Relevant sections will be sent to affiliated members
- 18.3. Minutes of the Heads of Committee meetings will be circulated, under the direction of the Chair concerned, within 15 days of the meeting, to the Board of Directors.
- 18.4. No correction or alteration to the minutes will be accepted unless written notification has been received and acknowledged by the Secretary within one month of the date of circulation.

19. Agenda

- 19.1. The agenda for an ordinary meeting of the Congress shall include at least:
 - a. Opening.
 - b. Apologies and establishment of delegates and the quorum.
 - c. Reports on Membership applications.
 - d. Report by the Secretary.
 - e. Financial report for approval.
 - f. Budget for approval.
 - g. Reports from heads of Committees
 - h. Discussions and resolutions on the proposals submitted by National Federations and the Board of Directors.
 - i. Election of office bearers.
 - j. Closing of Congress.
- 19.2. The Board of Directors must approve the items on the agenda and their order of discussion.

20. Submission of Proposals

- 20.1. Each National member of the IRF and the Board of Directors has the right to submit proposals and reports to the Congress.
- 20.2. Proposals originating from National Federations signed by their presidents must be in the hands of the IRF Secretary no later than five weeks prior to the date of the next Congress.

- 20.3. Candidates for election of the Board of Directors may be nominated by their National Federation. The candidate's name and details must be given to the IRF Secretary two weeks before the Congress.

21. Amendments to the Bylaws

- 21.1. The Bylaws may be amended at every Congress.
- 21.2. The Anexes may be amended by the Board of Directors.

22. Quorum

The Congress has the power to act if at least one-half of the National Organizations entitled to vote are represented. To ensure a quorum will exist at Congress, the delegates have to confirm their participation five days ahead of the Congress.

23. Voting

- 23.1. Each IRF Member will be entitled to have one vote.
- 23.2. A voting delegate or Member of the Board of Directors is entitled to carry only one proxy vote.
- 23.3. Members of the Board of Directors are entitled to be present at the Congress and to speak but not to vote unless such member of the Board of Directors represents a federation as a delegate with the right to vote.
- 23.4. Voting at the Congress will be done with the method defined at the start of the Congress. This includes, but is not limited to, virtual vote, show of hands, and secret vote.
- 23.5. The Congress shall pass resolutions, unless stated otherwise in these Bylaws, by means of voting with a simple majority of votes of the Members represented.
- 23.6. If there is a tied vote on an administrative or financial matter, the Chair shall have a casting vote; if there is an equality of votes of any other matter, the proposal shall fail and the meeting shall proceed with the next business.
- 23.7. A majority of two-thirds of the votes cast shall be required in the following cases:
 - a. expulsion of a member;
 - b. amendment of the Bylaws.
- 23.8. A majority of 80% of the votes cast shall be required for dissolution of the IRF.

24. Date Changes Take Effect

All decisions of the Congress take effect immediately after the Congress.

CHAPTER IV – BOARD OF DIRECTORS

25. Composition

- 25.1. The Board of Directors shall deal with all matters of broad IRF policy between Congresses.
- 25.2. The Board of Directors is composed of the following ten (10) persons. Elected persons are:
 - a. President
 - b. First Vice President
 - c. Second Vice President
 - d. Treasurer
 - e. Secretary
 - f. Head of Sport & Competition
 - g. Head of Guide Training & Education
 - h. Head of International Relations
 - i. Head of Recreational Rafting & Conservation
 - j. Head of Media & Marketing
- 25.3. All members of the Board of Directors shall endeavor to meet in person at least once every two years and via email/electronic means on a regular basis.
- 25.4. The Board of Directors shall form a quorum if and when, after being duly summoned, at least half of its members are present. If there is a tied vote, the President has the deciding vote.
- 25.5. The travel and accommodation expenses of the Board of Directors, in connection with the duties of office, are paid for by the IRF where possible.
- 25.6. All matters not covered by the IRF Bylaws and regulations will be decided by the Board of Directors.

26. Duties of the Board of Directors

- 26.1. Take steps as may be necessary to achieve the objectives laid down in Article 3, the Objectives, of the Bylaws.
- 26.2. Execute the decisions of the Congress.
- 26.3. Change a decision of Congress where:
 - a. The President has decided that the circumstances that prevailed at the time the decision was taken by Congress have changed to a material extent;
 - b. The decision by the Board is taken by not less than 80% of the members present.
- 26.4. Fix the date and venue of the Congresses, as well as convene and be responsible for organizing Congresses.
- 26.5. Accept and decline new members of the IRF, as well as recommend suspensions in serious and dire cases, to be approved at the next Congress.
- 26.6. Propose auditors to Congress when one has been requested.
- 26.7. Submit financial and budget reports to Congress.
- 26.8. Propose the membership fee to Congress.
- 26.9. Examine the proposals received from National Federations for submission to the Congress and take a position on those issues.
- 26.10. Set up and appoint the members of the Committees necessary to the proper functioning of the IRF.
- 26.11. Clarify and adopt where necessary rules and regulations coming from the Committees.
- 26.12. Approve the host for the World Championships and award their organization, on the recommendation of the Sport & Competition Committee.

- 26.13. Responsible for the administrative and financial directives of the IRF. The Board of Directors may establish administrative offices with remunerated personnel.
- 26.14. Ensure the observation of the Bylaws and regulations of the IRF and, whenever necessary, interpret these Bylaws and regulations.
- 26.15. Make any decisions appropriate to the circumstances in the interest of the sport of rafting.
- 26.16. Keep member organizations informed as to the position of the IRF and its activities.

27. Individual Duties

- 27.1. President's duties are:
 - a. to guide and control the entire work of the IRF;
 - b. to act as Chairperson of meetings of the Board of Directors as well as Ordinary and Extraordinary Congresses;
 - c. to allocate specific tasks to suitable persons where the need arises.
- 27.2. Vice Presidents' duties are:
 - a. to act as Chairperson of meetings of the Board of Directors or Ordinary and Extraordinary Congress when the President is unable to do so;
 - b. to assist the work of the Heads of Committees where possible;
 - c. to fulfill the specific tasks allocated to them by the Board of Directors or the President.
- 27.3. Treasurer's duties are:
 - a. to oversee and be responsible for all financial matters of the IRF;
 - b. to monitor expenditure to ensure it keeps within the limits laid down in the budget.
- 27.4. Secretary's duties are:
 - a. to be responsible for the administration of the IRF and, in a general way, for current affairs (i.e., for all matters already approved in principle by the Board of Directors and by Congress);
 - b. to represent IRF in some cases;
 - c. to be in charge of budgeting, implementing, recording, reporting, planning, and controlling of the IRF's finances and keep the Treasurer informed;
 - d. to correspond with and maintain relations between the IRF, its Member Federations, Board of Directors, and outside organizations and individuals;
 - e. to provide the Board of Directors with copies of all letters relating to matters of principle or policy;
 - f. to coordinate the work of the Board of Directors in cooperation with the President.
 - g. to make the administrative and technical preparations for the meetings of Congress and the Board of Directors;
 - h. to prepare and dispatch the minutes of the meeting of the Congress, Board of Directors, and Committees.
 - i. If the Secretary is prevented from discharging his/her duties or if he/she resigns during the period between two Congresses, he/she will be replaced by one of the other Board of Directors until a suitable alternative can be made.
- 27.5. Heads of Committees' duties are:
 - a. to draw up and submit an annual report, as well as a draft on future plans, to the Board of Directors;
 - b. to work with their committees in accordance with the decisions of Congress and the directives received from the Board of Directors;

- c. to summon and chair meetings of their committee (These meetings may be done virtually.);
- d. to dispatch all documents relating to the meetings, as well as record and distribute minutes of all meetings;
- e. to keep the Board of Directors informed, through the Secretary , of all activities and of any relevant information that may affect rafting in general.

28. Election of Board of Directors

- 28.1. Each voter shall vote for as many candidates as there are vacancies. The candidates who obtain the largest number of votes shall be elected. In case of an equality of votes for the last position available, a runoff election of the tied candidates will be conducted by relative majority. In such a case, votes shall be cast for one candidate only.
- 28.2. The Directors' term will be for the period between Congresses (two years).
- 28.3. No country may have more than two representatives on the Board of Directors.
- 28.4. The Directors shall resign from their positions at the end of the Congress and the new Board will take up positions immediately after the Congress.
- 28.5. All Directors are eligible for reelection if duly nominated.
- 28.6. In the case of decease or resignation of a Director, a substitute can only be elected by a quorum of the Board of Directors and ratified at the next Ordinary or Extraordinary Congress.
- 28.7. If the President is temporarily prevented from fulfilling the duties of office, the position will be taken by the First Vice President or, if the latter is not available, by the Second Vice President. If the latter is not available, the Board of Directors shall appoint one of its members to take the position of President.

29. Conflict of Interest Policy

No member of the IRF Board of Directors or Staff shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation in the Organization. Each individual shall disclose to the IRF any personal interest that he or she may have in any matter pending before the organization and shall refrain from participation in any decision on such matters. Any member of the IRF Board of Directors or Staff shall refrain from obtaining any list of members for personal or private solicitation purposes at any time during the term of their affiliation.

CHAPTER V – COMMITTEES

30. Sport & Competition (S&C)

- 30.1. Take steps necessary to achieve the following objectives of the IRF World Championships:
 - a. organize an ~~biannual~~ R4 and R6 world rafting championship in alternate years;
 - b. expose more rafting participants to international and national competition;
 - c. increase the profile of the sport internationally;
 - d. provide the opportunity for rafting organizations to upgrade their technical and administrative skills;
 - e. provide an opportunity to conduct additional elite rafting programs (e.g., coaches' and judges' seminars) with international teams, coaches, and officials;
 - f. allow the international public to witness the world's best athletes in action;
 - g. provide opportunities for exposure of the world's best athletes as role models for all youth;
 - h. provide impetus for the development of international standard rafting facilities, race formats, and equipment;
 - i. provide the opportunity for economic benefit to each host country.
- 30.2. Maintain race rules, which involves at least:
 - a. drawing them up and updating them when necessary after recommendations from judges and member federations;
 - b. maintaining them in an easy-to-access format for all on the IRF website;
 - c. drawing up regulations to enforce these rules;
 - d. drawing up the rules to set standards for national and international competitions.
- 30.3. Assess bids for World and Continental Championships and make a recommendation to the Board of Directors. **See Annex C.** This involves, but is not limited to,
 - a. drawing up bid documents;
 - b. assessing bids;
 - c. taking part in assessment trips;
 - d. making final recommendations;
 - e. ensuring bids are fulfilled to the standard expected by the IRF.
- 30.4. Ensure there are sufficient Race Judges of correct certification level. This involves, but is not limited to,
 - a. drawing up exams;
 - b. running workshops and examinations;
 - c. maintaining a list of all judges on the website;
 - d. offering the service of judges at national- and international-level competitions
- 30.5. Continental Committees - See Annex A

31. Guide Training & Education (GT&E)

- 31.1. Define the basic requirements for rafting guides that, over time and through constant interaction, will become widely and generally accepted worldwide. These requirements are intended to provide the basis for:

- a. recommendations on the training and recognition of guides for all those that are involved in or have an impact on the industry, particularly government regulators
 - b. a system by which guides' ability can be recognized worldwide.
- 31.2. Define an IRF Award Scheme the intentions of which are to provide a means of recognizing guides, trip leaders, and instructors that meet internationally accepted standards. This is done by designing the Awards to complement existing requirements, regulations, and laws worldwide by giving a structure to their common elements. In addition, the scheme is intended to provide an internationally recognized structure for the professional development of guides.
- 31.3. Establish a budget for the work of developing GT&E.

32. International Relations (IR)

- 32.1. Work toward rafting being an IOC-recognized sport.
- 32.2. Submit proposals for the development of this rafting component.
- 32.3. Organize the work of recruiting new member federations to IRF.
- 32.4. Work toward IRF membership to different international sports organizations.
- 32.5. Prepare statistics on competitive and recreational rafting around the world.
- 32.6. Represent the IRF in all international relations (attend general meetings in affiliated international organizations, write letters/emails, meet with IOC representatives, etc.).
- 32.7. Establish a budget for the work of developing international relations.

33. Recreational Rafting & Conservation (RR&C)

- 33.1. Submit proposals for the development of this rafting component and give advice to the Board of Directors regarding RR&C issues that have the potential to affect the activity of rafting.
- 33.2. Prepare written statistics and support material on conservation issues for submission to interested persons
- 33.3. Identify opportunities to promote free-flowing rivers in the world.
- 33.4. Start a database on rivers around the world and their environs regarding conservation.
- 33.5. Establish a budget for the work of developing international relations.

34. Media & Marketing

- 34.1. Submit proposals for the development of this rafting component.
- 34.2. Maintain the website as an information source for all rafters.
- 34.3. Coordinate printed publications.
- 34.4. Promote rafting in the press and on radio, television, film, and the Internet.
- 34.5. Handle media, TV, and Internet coverage at IRF-sanctioned events. (See Annex B).
- 34.6. Build an information library for member federations, potential sponsors, media, and other interested persons. This library should contain:
 - a. photographs;
 - b. media articles on IRF-sanctioned events and general rafting;
 - c. statistics of river users worldwide;
 - d. past event results;
 - e. any information that can assist the promotion of rafting.
- 34.7. Establish contacts with the public relations unit of National Federations.
- 34.8. Establish a budget for Media & Marketing development.

CHAPTER VI – FINANCES

35. Financial Years and Reports

- 35.1. The finances are run by the Secretary and overseen by the Treasurer.
- 35.2. The financial year begins on January 1st and ends on December 31st.
- 35.3. The Board of Directors presents the financial report and proposed budget to Congress.
- 35.4. The Secretary will present an interim report, after one year, to the Board of Directors for approval.
- 35.5. All IRF financial matters will recognize the U.S. dollar and the euro as the official basic currency for all calculations.

36. Auditors

- 36.1. May be requested at any time by Congress.
- 36.2. The auditors will then examine the accounts to ensure they have been kept correctly and write a report for Congress.
- 36.3. If required, the auditors may be required to provide a management report to the IRF.

ANNEX A to Article 30.5

Continental Committees:

- a. A continental committee, consisting of 7–10 persons, will be voted for by the relevant members: to assess and advise the Sport & Competition Committee on bids for continental Championship events and to handle other Sport & Competition issues that the Sport & Competition Committee requests of them.
- b. All activities and minutes are to be reported to the Head of S&C, as well as to the IRF Secretary.
- c. Each country will only have one vote for its relevant continent, although they may have two members on the committee.

ANNEX B to Article 34.5

The IRF is the exclusive owner of the TV and advertising rights of the IRF World Championships.

ANNEX C to Article 30.3 (added Oct 2007)

Bidding System, Preparation and Organisation of a World Rafting Championship:

- a. This Annex lays out how to complete the bid application, make a detailed plan for the event and to have a full understanding of the terms and conditions attached to such a championship.
- b. This Annex is made up of the following two documents –
 - i. Bidding System
 - ii. WRC Regulations and Organising Criteria.
- c. Potential Hosts of the IRF World Rafting Championship will need to closely read and comply with these two documents.

ANNEX D to Article 8.2.a (added Oct 2007)

- a. Applicants' constitutions and regulations are to be adapted before applying for membership. The IRF will accept the newly drafted version with the application with the understanding that, on acceptance as a member, this draft will be accepted at their next Congress.
- b. The name of the organisation is to have the word "rafting" in it. Any applicant wishing for exemption from this ruling needs to apply to the BOD.
- c. Applicants are to provide a summary of what their organisation has done to date under the headings of: sport, conservation, guide training, and recreational rafting
- d. Applicants are to provide their basic strategic plan for the next 2 to 10 years under the headings of: sport, conservation, guide training, and recreational rafting.

ANNEX E to Article 10.4 (added Oct 2007)

- a. National Federations, where possible, are to run fair and credible National Selections according to IRF Race Rules.
- b. They are to select teams to represent their country at IRF Continental and World Champs according to the IRF Race Rules.
- c. They are to promote raft racing to all members of the public in their country.
- d. They are to work towards certifying all their guides on the IRF GT&E Scheme.
- e. They are to encourage recreational rafting at all levels.
- f. They are to work towards the conservation of all their rivers and environments.